



SACRAMENTO - SAN JOAQUIN

DELTA CONSERVANCY**MEMORANDUM****CONSERVANCY BOARD**

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Central Valley Flood
Protection Board

Mark Wilson
Delta Protection Commission

Date: January 13, 2012

To: California Natural Resources Agency
Information Security Office
Attn: Glenn Carson, Agency ISO
801 K Street, 24th Floor
Sacramento, CA 95814

From: Campbell Ingram, Executive Officer
Sacramento-San Joaquin Delta Conservancy
3500 Industrial Blvd, 2nd Floor
West Sacramento, CA 95691

Subject: Interim Disaster Recovery Plan 2012

Enclosed please find the Sacramento-San Joaquin Delta Conservancy's *Interim Disaster Recovery Plan*. Once the CNRA's Data Consolidation project is complete and there is an approved DRP for the Data Center the Conservancy will re-submit a final DRP that conforms to the strategies and policies identified in the Data Center's DRP.

We anticipate that this process should take approximately 6-12 months.

Campbell Ingram, Executive Officer

1/17/12
Date

Please contact Elisa Sabatini at (916) 375-2086 if you have any questions relating to this document.

STATE OF CALIFORNIA
NATURAL RESOURCES AGENCY



SACRAMENTO - SAN JOAQUIN

DELTA CONSERVANCY

INFORMATION TECHNOLOGY
INTERIM DISASTER RECOVERY PLAN

Prepared by Elisa Sabatini
Sacramento-San Joaquin Delta Conservancy

JANUARY 9, 2012

DISASTER RECOVERY PLAN

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EXECUTIVE SUMMARY

This Disaster Recovery Plan (DRP) was created to enable the Sacramento-San Joaquin Delta Conservancy (Conservancy) to recover from a major incident in a timely and efficient manner, as required by the State of California per State Administrative Manual (SAM) Section 5355.1. It includes essential contact information, a description of the Conservancy's technical environment, and a plan for staff and agency notification in the event of a major incident. Also included are backup procedures, recovery strategies and procedures, and a tracking log for regular maintenance of this DRP. This plan will be reviewed and updated semiannually or as necessary based on the business needs of the Conservancy. This DRP will be made available to all Conservancy management, stored in a "Go Kit" and off-site. The Conservancy is instituting a bi-annual DRP drill. Information contained in this DRP will be presented to Conservancy staff at regularly scheduled All-hands meetings.

The Conservancy's mission is to be a primary state agency to implement ecosystem restoration in the Delta and to support efforts that advance the environmental protection and economic well-being of Delta residents.

The Conservancy has 12 statutorily established program areas:

1. Protect and enhance habitat and habitat restoration.
2. Protect and preserve Delta agriculture and working landscapes.
3. Provide increased opportunities for tourism and recreation.
4. Promote Delta Legacy communities and economic vitality in the Delta in coordination with the Delta Protection Commission.
5. Increase the resilience of the Delta to the effects of natural disasters such as floods and earthquakes in coordination with the Delta Protection Commission.
6. Protect and improve water quality.
7. Assist the Delta regional economy through the operation of the Conservancy's program.
8. Identify priority projects and initiatives for which funding is needed.
9. Protect, conserve, and restore the region's physical, agricultural, cultural, and historical, and living resources.
10. Assist local entities in the implementation of their habitat conservation plans and natural community conservation plans.
11. Facilitate protection and safe harbor agreements under the federal Endangered Species Act of 1973 and the California Endangered Species Act for adjacent landowners and local public agencies.
12. Promote environmental education.

Information Technology Disaster Recovery Plan
Sacramento-San Joaquin Delta Conservancy

The Conservancy is governed by a Board comprised of the following members:

Voting Members

Secretary, Natural Resources Agency
Director of Finance
Contra Costa County Supervisor
Sacramento County Supervisor
San Joaquin County Supervisor
Solano County Supervisor
Yolo County Supervisor
Two (2) Governor's Appointee's
One (1) Senate Appointee, member of the public
One (1) Assembly Appointee, member of the public

Non-Voting Members

Member of the Senate
Member of the Assembly

Liaison Advisors

US Fish & Wildlife Service
National Marine Fisheries Service
US Bureau of Reclamation
US Army Corps of Engineers
SF Bay Conservation and Development Commission
State Coastal Conservancy
Suisun Resource Conservation District
Central Valley Flood Protection Board
Yolo Basin Foundation
Delta Protection Commission

Conservancy operations are led by an Executive Officer and an Assistant Executive Officer with a Program Manager, a Board Liaison, a Resources and Regulatory Specialist, an Environmental Scientist, and an Executive Assistant. A retired annuitant provides legal counsel to the Conservancy through the Attorney General's office. The entity currently has 6 full-time employees and 1 part-time employee. The Agency headquarters office is in West Sacramento. The Conservancy is temporarily housed in an existing Department of Water Resources building. For the official Conservancy organization chart, see Appendix A.

TECHNICAL ENVIRONMENT

SERVERS

The Conservancy relies exclusively on the Department of Water Resources servers at 3500 Industrial Boulevard, West Sacramento, CA.

NETWORK

Network configuration and connectivity is provided by the Department of Water Resources.

WORKSTATIONS AND OPERATING SYSTEMS

Windows XP SP2, Windows Vista, Windows 7 and MS Office 2007/2010

Desktops - Std State of CA specs with power user upgrades

INVENTORY OF PC'S AND NOTEBOOKS

Asset tag	Type	Brand	Model	Serial #	OS	Windows
0000061	Desktop	HP	Z600	2UA114048V	XPS	2010
0000081	Laptop	HP	Elitebook 2740P	Unknown	XPS	2010
0000082	Laptop	HP	Elitebook 2740p	Unknown	XPS	2010
0000071	Desktop	HP	Z600	2UA1220QR9	XPS	2010
0000016	Desktop	HP	Window 7 Pro	MXL0211RKW	XPS	2010
0000018	Desktop	HP	Compaq 8000	MXL0211RKT	XPS	2007
0000062	Desktop	HP	Z600	2UA114048W	XPS	2010
0000070	Desktop	HP	Z600	2UA1220QR8	XPS	2010

PRINTERS

The Conservancy relies on printers/copiers/scanners owned, maintained, and operated on the networks of the Department of Water Resources.

EMERGENCY ACTIONS

Evacuation or Shelter-in-Place

Follow the building's Emergency Response Plan Procedures (available in various locations throughout the West Sacramento office).

Post-Evacuation Actions

Once safely assembled:

- ☐ Follow the directions of the Acting Executive Officer (highest ranking employee on-site)
- ☐ Identify if your program has essential functions requiring devolution.
- ☐ Notify your program team of their initial assignments.
- ☐ Make arrangements for relocating to your alternate site.
- ☐ Identify where the Staff will relocate and the telephone numbers where they can be reached.

After-Hours Actions

Once notified by a member of the Emergency Response Team:

- ☐ Advise your alternate of event and of any relocation orders.
- ☐ Establish primary leadership role for initial actions.
- ☐ Notify other program personnel of event and actions; verify their personal status.

Information Technology Disaster Recovery Plan
Sacramento-San Joaquin Delta Conservancy

EMPLOYEE NOTIFICATION INFORMATION

Use this list as a calling tree for the unit as well as for conducting a "roll call" at the time of an evacuation. Identify the skills for each employee. If an employee is not needed for an essential function, state the duration you anticipate they will be available to assist other units based on their skills. (If an employee cannot be re-assigned – write in "not available" in the "Re-deployable Skills" cell.)

EMPLOYEE NAME POSITION	WORK # HOME # CELLULAR #	WORK E-MAIL HOME E-MAIL	EMERGENCY CONTACT NAME TELEPHONE	RE-DEPLOYABLE SKILLS	AVAILABILITY (DAYS)
Elisa Sabatini AGPA Key Staff for ISO	916.375.2086 916.402.3985	<u>Elisa.sabatini@deltaconservancy.ca.gov</u> <u>Elisa.and.josie@gmail.com</u>	Bill Simonson 206.619.4824	Not available	-
Campbell Ingram Executive Officer	916.375.2089 916.281.4145	<u>Campbell.ingram@deltaconservancy.ca.gov</u>	Kim Ingram 916.452.7603	Not available	-
Nancy Ullrey Acting Asst. EO	916.375.2087 916.275.8400 916.600.5860	<u>Nancy.ullrey@deltaconservancy.ca.gov</u> <u>nullrey@sbcglobal.net</u>	Robert Ullrey 916.825.2156	Not available	-
Kristal Davis Fadtk Staff Env. Scientist	916.376.9829 562.221.3604	<u>kmdavis@deltaconservancy.ca.gov</u> <u>rubaiyat@hotmail.com</u>	Rob Fadtk 562.221.3597	Not available	-
Susan Roberts AGPA Safety Coordinator	916.375.2088 916.487.4227	<u>Susan.roberts@deltaconservancy.ca.gov</u> <u>Susan.roberts@lycos.com</u>	Rodney Jones 916.821.1212	Not available	-
Rhonda Hoover- Flores Executive Assistant	916.375.2085 916.747.2470	<u>rhondah@deltaconservancy.ca.gov</u> <u>rhfsunflower@yahoo.com</u>	Joe Flores 916.919.2105	Not available	-

BUSINESS UNIT FUNCTIONS

List the functions of the Business Unit. Each function is to be coded as: "essential", "time sensitive" or "non-essential." Rate the priority of each essential and/or time sensitive function as well as its RTO. Each essential or time sensitive function should have its procedures documented on the following pages. Non-essential functions will be addressed at reconstitution.

PROGRAM / UNIT	ALL OPERATIONAL OR BUSINESS FUNCTIONS	CODE FUNCTION AS: ESSENTIAL (E) TIME SENSITIVE (T) NON-ESSENTIAL (N)	ASSIGN LEVEL OF RECOVERY PRIORITY PER FUNCTION (A, B, C, D, E)	RECOVERY TIME OBJECTIVE (RTO) IN HOURS
DWR/Info. Tech.	Re-establish Network Server [see Appendix I]	T	A	< 48 hours
DWR/Info. Tech.	Re-establish E-mail Server (MS Exch 2007) [see Appendix I]	T	A	< 48 hours

ESSENTIAL / TIME SENSITIVE FUNCTION PROCEDURES

List the procedural steps to complete the essential or time sensitive function. Each step should identify the primary and alternate staff required to complete the step as well as any vendor or dependency on other Departments to complete the step.

BUSINESS UNIT: INFORMATION TECHNOLOGY				
FUNCTION: TIME SENSITIVE FUNCTIONS – VENDOR DEPENDENCIES				
TASK	ESSENTIAL / TIME SENSITIVE FUNCTION PROCEDURES	PRIMARY STAFF ASSIGNED TO PERFORM FUNCTION PROCEDURE	ALTERNATE STAFF ASSIGNED TO PERFORM FUNCTION PROCEDURE	NAME OF VENDOR OR SUPPORTING DEPARTMENT
1	Re-establish phone system (ATT)[call AT&T]	DWR/IT	-	DWR
2	Re-establish Network Server [see Appendix I]	DWR/IT	-	DWR
3	Re-establish e-mail Server [see Appendix I]	DWR/IT	-	DWR

Information Technology Disaster Recovery Plan
Sacramento-San Joaquin Delta Conservancy

CONTACTS' INFORMATION

List any contractors, vendors, other agencies or other resources and their contact information on this form. If available then, list their emergency contact numbers for after work hours and on weekends.

COMPANY/ AGENCY REPRESENTATIVE	ADDRESS	OFFICE # CELLULAR # E-MAIL	SERVICE/PRODUCT	EMERGENCY #
DWR – IT Tim Garza	1419 9 th St Sacramento	916.653.8364 tgarza@water.ca.gov	Networks, Software, E-mail, etc.	916.653.8364

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Information Technology Disaster Recovery Plan
Sacramento-San Joaquin Delta Conservancy

VITAL RECORDS

Records classified as "vital" are those that enable your unit either to address its essential or time sensitive functions or to reconstitute operations following a disaster. (If no vital records – write in "Not Applicable" in the first cell.)

RECORD	MEDIA	FUNCTION SUPPORTED	PHYSICAL LOCATION	DUPLICATED (Y/N)	ALTERNATE OFF-SITE LOCATION
Server Backups	Tape/ USB Drive		DWR - Data Center	Y	DWR - Data Center
Software	CD/ Network	Servers/ Workstations	DWR - Data Center	Y	DWR - Data Center

Recovery Strategy

The Delta Conservancy is dependent on the Department of Water Resources for all IT support and services. As such, our IT strategies and procedures will be addressed upon completion of a Disaster Recovery Plan for the CNRA Data Center once consolidation is complete (6-12 months from the date of this plan).

Backup and Offsite Storage Procedures

The Delta Conservancy is dependent on the Department of Water Resources for all IT support and services. As such, our back-up and offsite storage procedures are handled by DWR in the Natural Resources Data Center and will be addressed upon completion of a Disaster Recovery Plan for the CNRA Data Center once consolidation is complete (6-12 months from the date of this plan).

Disaster Recovery Procedures

The Delta Conservancy is dependent on the Department of Water Resources for all IT support and services. As such, our disaster recovery procedures are handled by DWR in the Natural Resources Data Center and will be addressed upon completion of a Disaster Recovery Plan for the CNRA Data Center once consolidation is complete (6-12 months from the date of this plan).

Data Center Services

The Delta Conservancy is dependent on the Department of Water Resources for all IT support and services. Data center services are provided by DWR in the Natural Resources consolidated data center. A Disaster Recovery Plan for the CNRA Data Center is anticipated once consolidation is complete (6-12 months from the date of this plan).

Resource Requirements

Resources necessary to recover from a major incident are currently available at our designated off-site location in the DWR Data Center.

Assignment of Responsibility

Staff assignments and responsibilities in the event of a major incident are referenced in Appendices A-E.

Testing

In late January 2012 the Delta Conservancy will conduct numerous table top drills to test both the Business Continuity Plan and the IT DRP. Incident scenarios were provided by the Resources Agency ISO's office. Reporting on this testing and any additional testing (scheduled for June 2012) will be included in the Delta Conservancy's revised DRP. The revised DRP is anticipated to be completed soon after completion of a DRP for the CNRA Data Center (approximately 6-12 months from the date of this report).

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PLAN MAINTENANCE LOG

Plans are to be reviewed, at a minimum, on an annual basis. It is advised that they be reviewed every six months. Update this schedule upon review and when plan information is revised. The reviewer must acknowledge the action by initialing the review/revision date and indicate when the next review should occur.

PLAN SECTION	LAST REVIEW	LAST REVISION	REVIEW BY: INITIALS	NEXT REVIEW DATE
EMPLOYEE NOTIFICATION INFORMATION	1/17/12	1/9/12	TBD	06/15/12
BUSINESS UNIT FUNCTIONS	1/17/12	1/9/12	TBD	06/15/12
ESSENTIAL FUNCTIONS LIST	1/17/12	1/9/12	TBD	06/15/12
ESSENTIAL FUNCTION PROCEDURES	1/17/12	1/9/12	TBD	06/15/12
CONTACTS' INFORMATION	1/17/12	1/9/12	TBD	06/15/12
VITAL RECORDS	1/17/12	1/9/12	TBD	06/15/12
APPENDICES				

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APPENDICES

A. ORGANIZATION CHART

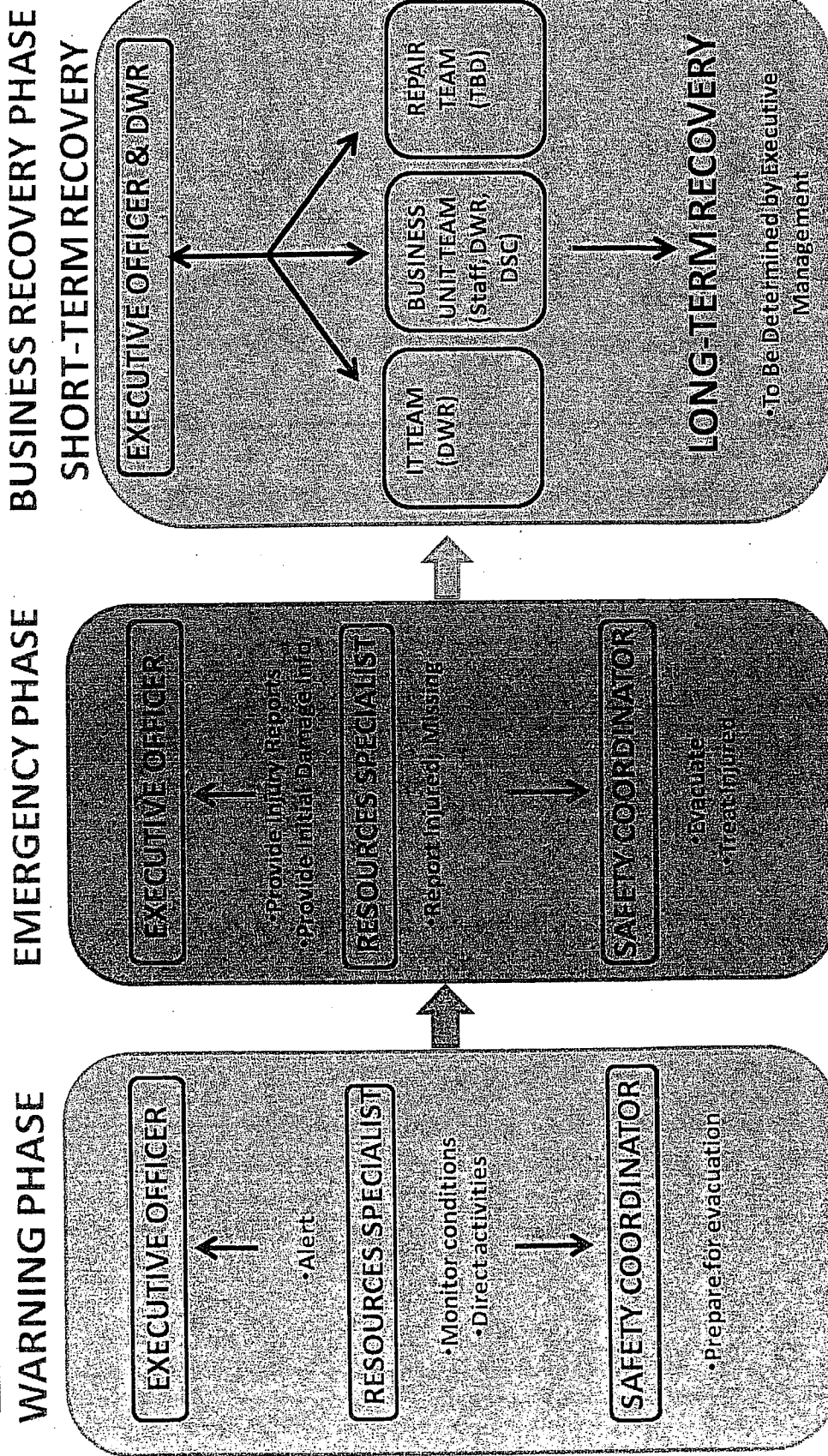
B. BUSINESS CONTINUITY PROCESS

C. WARNING PHASE

D. EMERGENCY RESPONSE PHASE

E. COMPUTER RESPONSE BOX CONTENTS (CRASH KIT)

BUSINESS CONTINUITY PROCESS



WARNING PHASE

HUMAN
RESOURCES
(DSC /
CALFIRE)

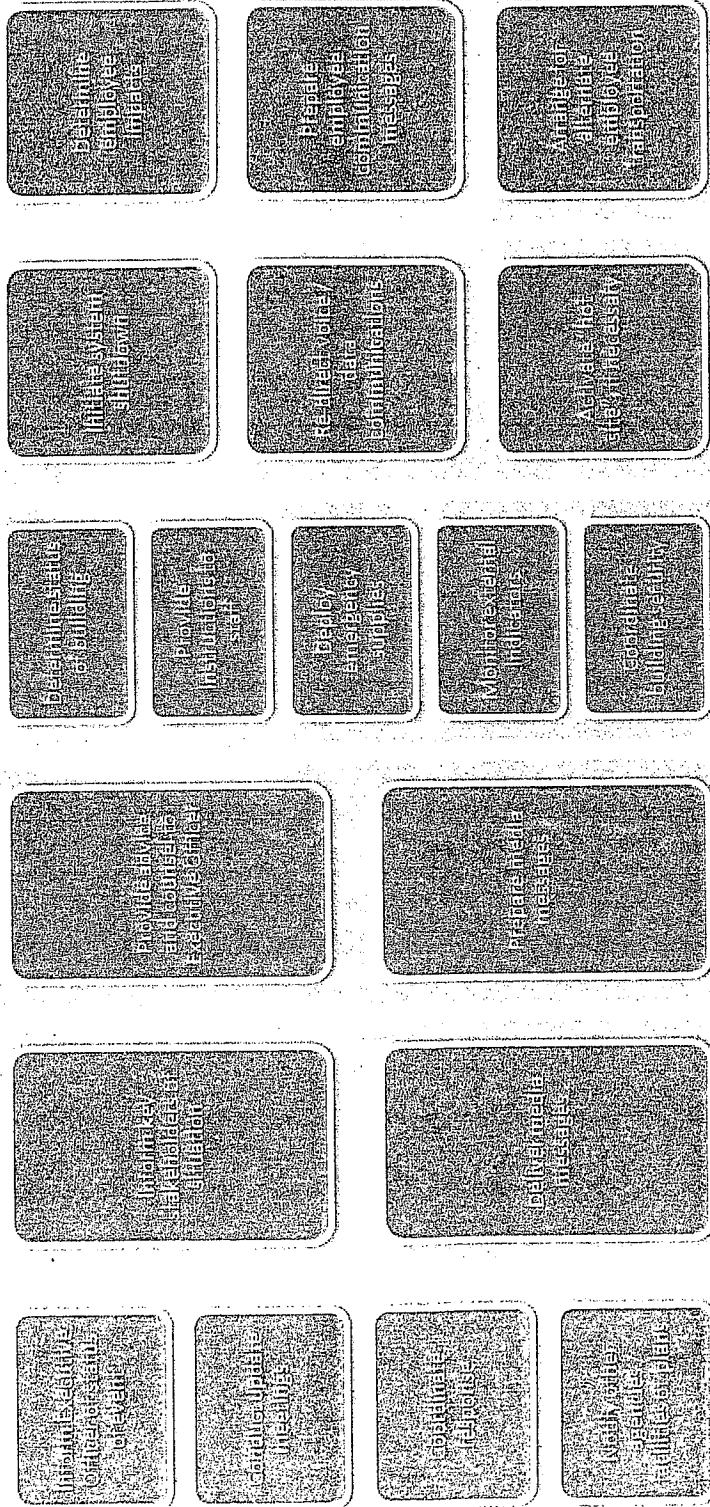
INFORMATION
TECHNOLOGY
(DWR)

FACILITIES
(DWR)

ASSISTANT
EXECUTIVE
OFFICER

EXECUTIVE
OFFICER

RESOURCES
SPECIALIST



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EMERGENCY RESPONSE PHASE

INCIDENT COMMANDER
 Executive Officer

OPERATIONS & PLANNING
 Resources Specialist

FINANCE & LOGISTICS
 Assistant Executive Officer

Coordinate evacuation

Communicate with local authorities

Set up command post

Handle media

Coordinate all activities
 • Safety
 • Security
 • Assessment
 • Information

Provide information to Incident Commander

Coordinate damage assessment & clean-up/repairs

Track injuries

Maintain situation status

Perform advance planning

Secure emergency funds

Track expenses and deal with insurance

Provide emergency communications

CRASH KIT CONTENTS

TYPE	ITEMS
DOCUMENTATION	Delta Conservancy IT Disaster Recovery Plan
FORMS	Delta Conservancy Software and License Inventory
SUPPLIES (NON-OFFICE)	
OTHER	Software Media
GO-KIT OFF-SITE LOCATION: DELTA STEWARDSHIP COUNCIL, 980 9 TH STREET, SACRAMENTO, CA	



CALIFORNIA CENTRAL VALLEY
FLOOD CONTROL
ASSOCIATION

<i>Executive Director</i>	MELINDA TERRY
<i>President</i>	MIKE HARDESTY
<i>Vice President</i>	LEWIS BAIR
<i>Treasurer</i>	KENNETH A. RUZICH

January 19, 2012

Sent Via Email: kmdavis@deltaconservancy.ca.gov

Ms. Kristal Davis Fadtker
Delta Conservancy
3500 Industrial Blvd.
West Sacramento, CA 95691

Dear Ms. Fadtker:

The California Central Valley Flood Control Association (CCVFCA) submits the following comments on the Conservancy's "Draft Delta Conservancy Climate Guidelines, 12-13-2011."

The Association was established in 1926 to promote the common interests of its membership in maintaining effective flood control systems in California's Central Valley for the protection of life, property, and the environment. Our members consist of more than 75 levee districts and other flood control entities along the Sacramento and San Joaquin Federal Project Levee system and non-Project levees within the Sacramento-San Joaquin Delta. Our members are significantly concerned with the impacts of projects and actions, associated with habitat improvements and conveyance of water through and around the Delta, will have on the Central Valley flood control system.

Levee Stability

Page 8, lines 21-22, are extreme and inaccurate as they fail to recognize the last thirty years and future investments to maintain and improve levees in the Delta, particularly through such successful programs as the Delta Levees Program. In fact, thanks to Propositions 1E and 84 funding, the amount of money spent on levees since 2005 will be more than what was spent in the previous 20 years combined. As you can see from the attached map, "Historic Elevation Comparison," there are many islands that have increased the height of their levees by about three feet over the last thirty years. We expect this to continue into the future, which will allow Delta islands to keep up with sea level rise. Prior to the 1980s, overtopping was the predominant cause of levee failures, but since the Delta Levees Program investments, nearly all levees in the Delta are above the 100-year floodplain and nearly all Project levees *exceed* the Army Corps PL 84-99 standards, and the failure due to high tides or high flows has been essentially non-existent.

Suggested Amendment: 1) Delete first two sentences on lines 21-22, page 8 and replace with, *Sea level rise can be expected to increase pressure on levees over time which could lead to a*

greater risk of levee breaches or overtopping. To avoid and manage these sea level rise impacts, Delta levee maintenance and improvements through the Delta Levees Maintenance Program, bond funding, and other sources should be encouraged and supported.

2) Page 8, line 22, delete “This has” and replace with, *Failure to plan for sea level rise with continued investments in Delta levee maintenance and improvements will have negative implications for managed wetlands behind levees, such as those in the Suisun Marsh.*

Subsidence Impacts on Levees

Page 8, lines 31-35, suggests significant increases in subsidence as a factor in exacerbating levee stability. We are not aware of any study or data confirming the reference to a 2005 Mount and Twiss estimate of a three billion cubic meters by 2050, therefore it lacks credibility without scientific data to back it up. In addition, we are unaware of any study or report that subsided land increases hydraulic load on levees and compromising their stability. It is our understanding that this supposition has never been mathematically computed. Based on surveys and geotechnical evaluations in the Delta, subsidence is an increasingly less significant impact on levees. Observed subsidence is currently occurring landward of the structural foundation of the levees on the exposed peats. There are a few cases where subsidence is close enough to the levee where it could impact levee stability, but these conditions are not common. Therefore, any statements making a correlation between subsidence affecting levee stability are only based on theory and should be substantiated with actual data before being used in an official guidance policy of the Conservancy.

In fact, when comparing 2007 DWR LiDAR data to the USGS Quadrangle maps surveyed between 1974 and 1977, Delta engineers have found that in the thirty year interim, subsidence did not occur in areas that are currently at elevation minus 10 feet below sea level and above. The comparison indicates that subsidence is mostly occurring on lands currently below elevation 12 feet NGVD, and in some areas, predominantly lands as low as minus 15 feet NGVD. The total acreage below 12 feet NGVD is 96,000 acres (only 14% of the entire Delta) and 57,000 acres are 15 feet NGVD (only 8.1% of the entire Delta). Therefore, there does not appear to be ongoing subsidence on 86-92% of the entire legal Delta. In addition, the subsidence that is still occurring in the Delta appears to be at a slower rate over the last thirty years when comparing the USGS and DWR data.

Suggested amendment: Delete lines 31-35 on page 8. If the Conservancy wants to mention any relationship between subsidence and levee stability in this guidance policy, then it should be done in the context of wanting to support a study to determine the relationship between subsidence, sea level rise, and levee stability.

Climate Change

According to GHG literature, the primary greenhouse gases in the Earth’s atmosphere in order of the most abundant gases to the least are: water vapor (36-72%), carbon dioxide (9-26%), methane (4-9%), nitrous oxide, and ozone 3-7%). For California, the transportation sector is the largest contributor (38%) and electricity and commercial/residential energy sector as the next largest (30%) contributor of the statewide GHG emissions (ARB 2008 Scoping Plan).

Pursuant to ongoing planning efforts affecting the Delta including the BDCP, the DSC Delta Plan, and the CA Central Valley Flood Protection Plan, there is potential for the various habitat, conveyance, and flood projects to increase the watered area from the current configuration of the Delta causing an increase in water vapor production, increase in energy use and need for additional power lines for water pumping conveyance facilities, increase in trucking miles for construction, etc.

Yet the potential for the Delta to experience an increase in GHG from these changes in land use and water delivery are not mentioned in the Conservancy's Guidelines. If 80,000 or more acres in the Delta are converted from agriculture to aquatic habitat, how would that change GHG production in the Delta region from water vapor? How many megawatts of electricity will have to be brought into the Delta to power a 15,000 cfs intermediary water pumping plant and what are the resulting GHG increases in the Delta region? Are there off-sets of these GHG increases to the Delta region? Will these GHG increases from projects associated with exporting water to benefit other areas of the state inhibit or prohibit in-Delta agriculture, residential or commercial activities to compensate for the local GHG increases?


It is very likely the Conservancy will be asked to fund projects that have the potential to increase GHG in the Delta region, so this guidance document should set the stage for how the Conservancy will evaluate and weigh the impacts with other benefits and/or their statutory obligations, including protecting Delta as a place.

How will these projects impact in-Delta water supplies, water resource features such as streams, wetlands, and groundwater recharge areas, as well as water quality, drainage, and flooding in the Delta region? How will these projects change the efficient use of water, water quality, energy consumption, or transportation patterns and congestion in the Delta and areas benefiting from exported Delta water?

In order to "reduce greenhouse gas emissions and climate change impacts in the Delta" as mentioned on lines 14-15, page 2, the Conservancy may want to be more explicit in its "Adaptation Strategies" on page 3, to express intent to also avoid projects that could increase GHG emissions, particularly when projects are combined and analyzed for cumulative GHG impacts to the Delta region. It seems the Conservancy will need to weigh the practices to reduce GHG for each project against the project's expected GHG increases both individually and cumulatively.

Thank you for the opportunity to comment on these Guidelines and we look forward to working with the Conservancy as they develop further.

Sincerely,

A handwritten signature in black ink, appearing to read "Melinda Terry". The signature is fluid and cursive, with a large loop at the end.

Melinda Terry,
Executive Director





1771 Tribute Road, Suite A
Sacramento, California 95815
Phone: (916) 456-4400 • Fax: (916) 456-0253

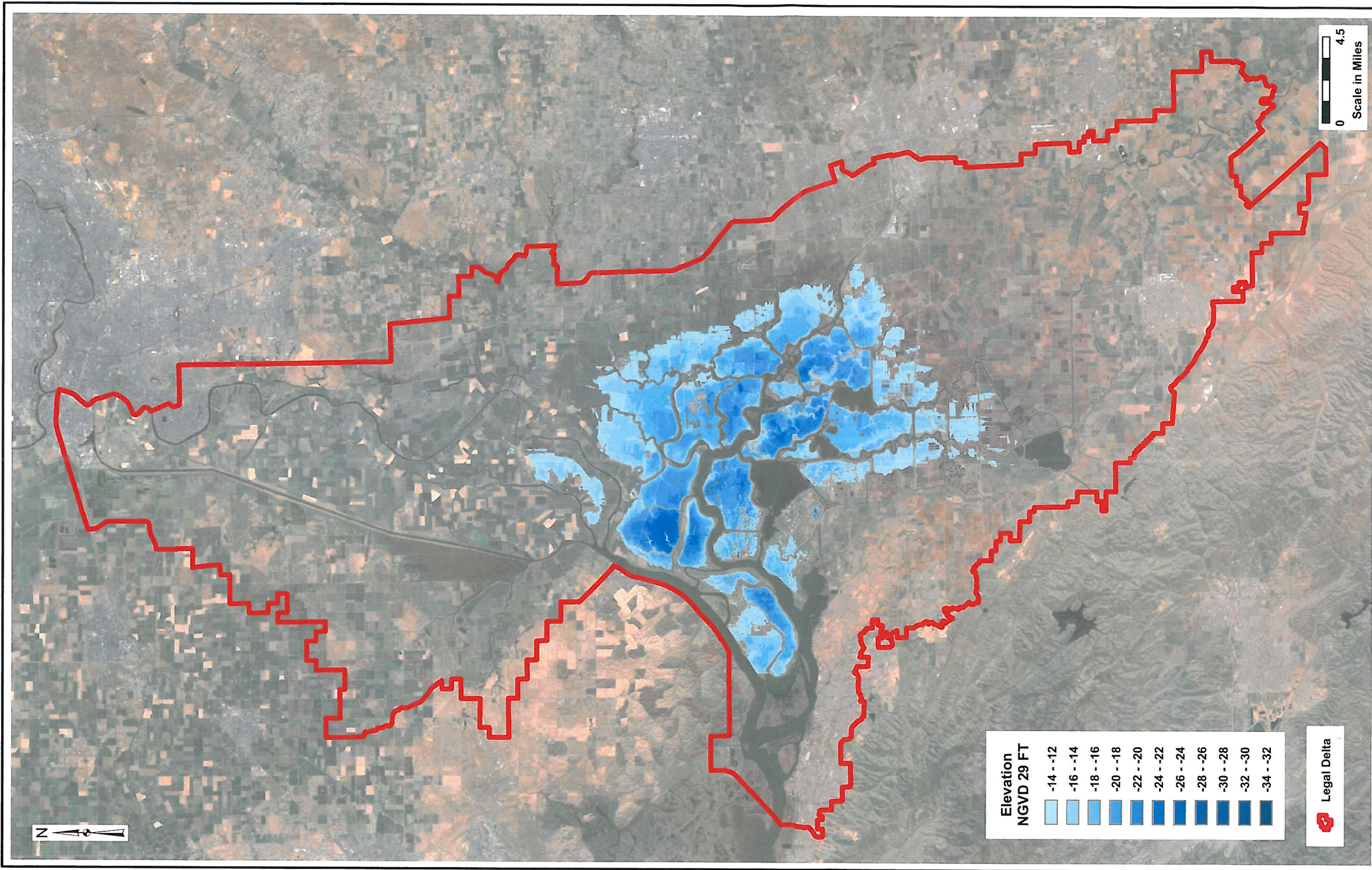
NO.	DATE	REVISION

RECLAMATION DISTRICTS
756, 2026, 2029, 2037, 2044 & 2086

HISTORIC ELEVATION
COMPARISON

SCALE:	1" = 7000'
JOB NO:	2526
BY:	MB/JB
CHK:	-
DATE:	01/06/2011
SHEET	1 OF 1
	SHEETS

PLATE 1



Delta Conservancy plans Solano County workshop

SUISUN CITY — A new state agency designed to help restore habitat in the Sacramento-San Joaquin Delta and Suisun Marsh wants to hear ideas from Solano County residents.

The Delta Conservancy is putting together a strategic plan. It is holding workshops in the five counties that contain part of the Delta.

A Solano County workshop is scheduled from 3:30 to 5:30 p.m. Wednesday at the Rush Ranch preserve, 3521 Grizzly Island Road in Suisun Marsh south of Suisun City.

“It is critically important to us that Delta residents let us know what they want and need as the conservancy forms how it will pursue its mandates over the next five to 10 years,” conservancy Executive Officer Campbell Ingram said in a press release.

The direction the conservancy takes has significance for Solano County because the state has targeted the rural eastern county near Rio Vista for many of these restoration projects, as well as Suisun Marsh. County officials have expressed concern that habitat restoration projects might take farmland out of production and increase flooding risks.

The Delta is about 738,000 acres that contains small communities and farms, as well as wetlands and sloughs that are home to various rare species such as the Delta smelt. Federal and state projects pump Delta water into canals for delivery to some 25 million Californians and to Central Valley farms.

California is trying to find ways to keep water supplies flowing to cities and farms while also restoring the troubled Delta ecosystem and complying with laws protecting endangered species. That led to Delta plans being crafted by the Delta Stewardship Council and a variety of other efforts, including formation of the Delta Conservancy.

The Delta Conservancy in its interim strategic plan describes itself as the “primary state agency to implement ecosystem restoration in the Delta in collaboration and cooperation with local governments and interested parties.” It also lists its mission as preserving Delta agriculture.

“We need to make sure we have a balance between protecting our jobs and our agricultural economy,” said former Rio Vista Mayor Eddie Woodruff, who is on the conservancy’s Board of Directors.

Solano County officials have at times criticized the state’s Delta efforts for giving Delta residents too little a voice. But county Supervisor Mike Reagan said he believes the conservancy will have a more “Delta-centric” view, rather than a Southern California view.

“It’s an organization that, like the Delta Protection Commission, has significant control by locally elected and appointed people,” Reagan said.

Woodruff as a conservancy board member will have a vote in the habitat restoration efforts and the direction of the conservancy. Suisun Resource Conservation District Executive Director Steve Chappell is a liaison adviser to the board, which means he doesn’t have a vote, but can take part in board discussions.

“I’m very happy with the path forward that the conservancy is taking,” Chappell said.

One challenge for the conservancy is that it lacks a significant amount of funding, Chappell said. That could change if the state passes a water bond.

The conservancy is looking at different scenarios for its strategic plan, based on funding amounts.

Reach Barry Eberling at 427-6929, or beberling@dailyrepublic.net.

January 23, 2012, Daily Republic

<http://www.dailyrepublic.com/news/solanocounty/delta-conservancy-plans-solano-county-workshop/>



WATER EDUCATION FOUNDATION

717 K Street, Suite 317
Sacramento, CA 95814
Phone: 916-444-6240
Fax: 916-448-7699
www.watereducation.org
www.aquaforia.com

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Groundwater Consulting Engineer

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Water Education Foundation

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February 2, 2012

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2012 FEB -7 PM 5:17

Campbell Ingram
Sacramento-San Joaquin Delta Conservancy
3500 Industrial Boulevard, Second Floor
West Sacramento, CA 95691

Dear Mr. Ingram

The **Water Education Foundation** would like confirm your speaking engagement at our annual **Executive Briefing** at the **Doubletree Hotel in Sacramento, March 27 - 28, 2012, at 10:45 AM on Tuesday, March 27, 2012.**

This is our 29th annual briefing for about 200 leaders from water, business, agricultural, environmental, and public interest groups. We will discuss a host of important and timely topics on issues such as the Delta Plans and Programs, Habitat Restoration, the Water Bond and the Ballot, Water Rates, The Colorado River QSA and the Court's Decision, and the San Joaquin River Restoration.

The Water Education Foundation is a well-respected nonprofit, impartial organization whose mission is to create a better understanding of water issues and help resolve water resource problems through educational programs. Our *Western Water* magazine and *Colorado River Report* newsletter are sent to almost 10,000 people and copies go to the media, libraries and schools. Millions of people have watched our award winning public television programs on Western water issues.

Please call me should you have any questions.

Sincerely,

Rita Schmidt Sudman
Executive Director

The mission of the Water Education Foundation, an impartial, nonprofit organization, is to create a better understanding of water resources and foster public understanding and resolution of water resource issues through facilitation, education and outreach.

Decision Points 2012



WATER EDUCATION
FOUNDATION

29th Annual

EXECUTIVE BRIEFING

MARCH 27-28, 2012
DOUBLETREE HOTEL
SACRAMENTO, CA

Decision Points 2012

AGENDA

TUESDAY, MARCH 27

- 8:00 On-site registration and check-in**
- 8:45 Welcome**
Rita Schmidt Sudman, *Executive Director, Water Education Foundation*
- 9:00 Delta Plans and Programs: Making Decisions**
John Laird, *Secretary, California Natural Resources Agency**
David Hayes, *Department of the Interior**
Phil Isenberg, *Chair, Delta Stewardship Council*
Moderator: Rita Schmidt Sudman, *Executive Director, Water Education Foundation*
- 10:30 BREAK**
- 10:45 Delta Habitat Restoration: What's Really Happening?**
Carl Wilcox, *Bay Delta Policy Advisor, California Department of Fish and Game*
Jason Peltier, *Board Member, State and Federal Contractors Water Agency and member of Habitat Committee*
Campbell Ingram, *Executive Officer, The Delta Conservancy*
Leo Winternitz, *Associate Director, Delta Policy and Restoration, The Nature Conservancy*
Moderator: Felicia Marcus, *Council Member, Delta Stewardship Council*
- 12:00 Lunch**
A Retrospective on Water and the Water Education Foundation's 35th Anniversary
Ronald Robie, *Associate Justice on the California Court of Appeal, Third Appellate District and former Director, California Department of Water Resources*
- 1:30 The Water Bond and the Ballot**
Tim Quinn, *Executive Director, Association of California Water Agencies*
Jim Metropulos, *Senior Advocate, Sierra Club*
Moderator: Ellen Hanak, *Senior Policy Fellow, Public Policy Institute of California*
- 2:45 BREAK**

The mission of the Water Education Foundation, an impartial, nonprofit organization, is to create a better understanding of wa

OFFICERS: President, William R. Mills, Groundwater Consulting Engineer; Vice President, Scott A. Morris, Kr Michael T. Savage, CDM Smith • **DIRECTORS:** John Algots, Fort Mojave Indian Tribe; Thomas M. Berliner, Dr M. Buck, State and Federal Contractors Water Agency; Celeste Cantú, Santa Ana Watershed Project Authority; JaNell of California; Phil Dunn, AECOM; Harrison C. "Hap" Dunning, The Bay Institute of San Francisco; Dennis Falas Corporation; David J. Guy, Northern California Water Association; Maurice Hall, The Nature Conservancy; Patricia L Conservation League; David Orth, Kings River Conservation District; Thomas S. Philp, MWD of Southern California; Kirk C. Rodgers, HDR Engineering, Inc.; Lester Snow, Resources Law Group, LLP



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A California State Agency

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980 - 9TH STREET, 15TH FLOOR
SACRAMENTO, CALIFORNIA 95814
WWW.DELTACOUNCIL.CA.GOV
(916) 445-5511

MEMORANDUM

Date: February 6, 2012

To: Campbell Ingram, Executive Officer
Sacramento-San Joaquin Delta Conservancy

From: Dan Ray, Chief Deputy Executive Officer
Delta Stewardship Council

Chair
Phil Isenberg

Members
Randy Fiorini
Gloria Gray
Patrick Johnston
Hank Nordhoff
Don Nottoli
Felicia Marcus

Executive Officer
P. Joseph Grindstaff

Subject: IT AND ADMINISTRATIVE SERVICES FOR DELTA CONSERVANCY

The Delta Stewardship Council (Council) will continue its agreement with the Sacramento-San Joaquin Delta Conservancy to support their **information technology (IT) services** and **administrative services** (accounting, budgets, business services, contracts, human resources).

This support is necessary due to the current budget condition and recent recommendation from the Department of Finance on your budget proposal for these services.

The Council will absorb the costs for these services, but reassess its ability to continue this agreement annually. If any costs for this support becomes excessive then the Council will inform you for possible reimbursement.

If you have any questions relating to these services, please contact John Ryan, Chief Information Officer for IT services or Livia Page, Chief of Administration for administrative services.

Cc: Joe Grindstaff
Cindy Messer
John Ryan
Livia Page
Nancy Ullrey

"Coequal goals" means the two goals of providing a more reliable water supply for California and protecting, restoring, and enhancing the Delta ecosystem. The coequal goals shall be achieved in a manner that protects and enhances the unique cultural, recreational, natural resource, and agricultural values of the Delta as an evolving place."

— State Water Code §85054



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Maria Rea
National Marine Fisheries Service

Paul Robershotte
U.S. Army Corps of Engineers

Emma Suarez
Central Valley Flood Protection Board

Mark Wilson
Delta Protection Commission

Date: February 15, 2012

To: Phil Isenberg, Chair
Delta Stewardship Council
980 9th Street, Suite 1500
Sacramento, CA 95814

Mike Machado, Executive Director
Delta Protection Commission
2101 Stone Blvd., Suite 210
West Sacramento, CA 95691

From: Campbell Ingram
Executive Officer
916-375-2084

Subject: Delta Conservancy's Role with Regard to Economic Development in the Delta

At the February 9, 2012, Council meeting, I provided comments concerning the Delta Conservancy's role with regard to economic development in the Delta. With the expectation of upcoming discussions between Delta Stewardship Council (DSC) Staff and the Delta Protection Commission (DPC) regarding the recommendations in the DPC's *Proposal to Protect, Enhance, and Sustain the Unique Cultural, Historical, Recreational, Agricultural and Economic Values of the Sacramento-San Joaquin Delta as an Evolving Place*, I wanted to take this opportunity to inform the Council and the Commission of the Delta Conservancy's efforts to define our role and anticipated programs with regard to economic development in the Delta. We would welcome the opportunity to participate in upcoming discussions with the DPC.

In structuring the Delta Conservancy to reflect our co-equal responsibilities, we have developed an Ecosystem Restoration Program and an Economic Development Program. We anticipate our Economic Development Program will run directed action and grant proposal programs to solicit, review, and fund high priority projects. Objectives and priorities for funding would be informed by the Economic Sustainability Plan and by our Strategic Plan, as called out in our enabling legislation (PRC 32360 et seq.). We propose establishing a Board for Economic Development as a standing committee of our full Board, which will have oversight of program and funding decisions. Five of our 11 voting members are county supervisors or their

designees from each of the five Delta Counties. We welcome the direct participation of the DPC in review and decision making for economic development activities led by the Conservancy. This could be achieved by having the DPC as a voting member on the Board of the Economic Development Program.

As part of our strategic plan development efforts, we have been meeting with Delta interests to get their input on how we should develop programs to achieve our mandates and help them achieve their objectives. We have been asking very direct questions to get their feedback on, for example, how can the Delta Conservancy play a meaningful role in increasing recreation and tourism opportunities. The feedback we have been getting has been very encouraging and we look forward to implementing programs responsive to those needs. To date we have held 8 public meetings throughout the Delta. We have met with the five Delta County Supervisors, their key staff, and their County Agriculture Commissioners, and we have met several times with the 5 County Farm Bureau Coalition and with many smaller organizations and individuals engaged in commerce and agriculture in the Delta. In addition we work continuously with a Strategic Plan and Policy Subcommittee of our governing Board. We anticipate that our strategic plan, expected to be complete by June 2012, will provide sufficient guidance for State led economic development in the Delta.

Additionally, we have begun working on a Delta Regional Finance Plan in which near-term regional funding needs will be quantified. With the support of the Conservancy Board, we have begun working with County Chief Administrative Officers, economic development staff, public works staff, and those involved with county HCP/NCCP efforts, to define financial needs for a reasonable level of expected economic development, restoration and flood protection activities in the next 5 to 10 years. We also we are contacting agencies and other organizations active in the Delta. We believe working collectively with Delta interests to quantify near-term reasonable expectations for projects (independent of the BDCP and Delta Plan) will develop a locally defined and supported set of priorities and associated costs. This finance plan, among other potential benefits, could inform future funding source debates including upcoming water bond discussions.

Charged with co-equal responsibilities of ecosystem restoration and economic development, the Conservancy has been working with Delta interests to define how we can be a partner to the Delta community. Four of our 12 legislative mandates are directly tied to economic development: 1) to preserve and protect agricultural and working landscapes, 2) to increase opportunities for recreation and tourism, 3) to preserve and protect the legacy communities, and 4) to increase the resilience of the Delta to natural disaster.

We appreciate the opportunity to share our efforts with you and look forward to working with the DSC and the DPC to define our future roles in manner that recognizes our overlapping mandates and that will ensure complementary and coordinated implementation.

cc: P. Joseph Grindstaff, Executive Officer, DSC
Dan Ray, Chief Deputy Executive Officer, DSC
Cindy Messer, Acting Deputy Executive Officer
Sacramento-San Joaquin Delta Conservancy Board Members & Liaison Advisors



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*U.S. Army Corps of
Engineers*

Emma Suarez
*Central Valley Flood
Protection Board*

Mark Wilson
Delta Protection Commission

Date: February 24, 2012

To: Ms. Ana J. Matosantos, Director
c/o Department of Finance
Office of State Audits and Evaluations
300 Capitol Mall, Suite 801
Sacramento, CA 95814

From: Campbell Ingram
Executive Officer
916-375-2084

Subject: Management Representation Letter

We are providing this letter in connection with the audit of the basic financial statements of the State of California (State) as of June 30, 2011, and for the period then ended. We are responsible for assuring that our Department's financial reports conform with legal and regulatory requirements and the State Administrative Manual. The State Controller's Office relies upon state agency financial reports as well as its own records to prepare the financial statements of the State. We are also responsible for adopting sound accounting policies, establishing and maintaining effective internal control over financial reporting, and designing and implementing programs and controls to prevent and detect fraud.

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in the light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement.

We confirm to the best of our knowledge and belief, as of February 24, 2012, the following representations:

1. The financial statements referred to above are fairly presented in conformity with generally accepted accounting principles in the United States of America and include all properly classified funds and other financial information of the primary government and all component units required by generally accepted accounting principles to be included in the financial reporting entity.
2. We have made available to you all financial records and related data. We have not been advised of any occasions when records were not made available to you.
3. We have made available to you all financial records and related data, and all audit or relevant monitoring reports, if any, received from funding sources.
4. We have a process to track the status of audit findings and recommendations.

5. We have identified to you any previous financial audits, attestation engagements, performance audits, or other studies related to the audit objectives and whether related recommendations have been implemented.
6. We have provided our views on reported findings, conclusions, and recommendations, as well as our planned corrective actions, for the report, if applicable.
7. There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices that could have a material effect on the financial statements.
8. There are no material transactions that have not been properly recorded in the accounting records underlying the financial statements or the schedule of expenditures of federal awards.
9. We have no knowledge of any—
 - a. Fraud or suspected fraud involving management, or employees who have significant roles in internal control.
 - b. Fraud or suspected fraud involving others that could have a material effect on the financial statements.
 - c. Allegations of fraud or suspected fraud affecting the State received in communications from employees, former employees, analysts, regulators, or others.
10. We have no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or fund equity.
11. The following, if any, have been properly recorded or disclosed in the financial statements:
 - a. Related party transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, guarantees, and amounts receivable from or payable to related parties.
 - b. Guarantees, whether written or oral, under which the State is contingently liable.
 - c. All accounting estimates that could be material to the financial statements, including the key factors and significant assumptions underlying those estimates and measurements. We believe the estimates and measurements are reasonable in the circumstances, consistently applied, and adequately disclosed.
 - d. All component units as well as joint ventures with an equity interest and all other joint ventures and other related organizations.
 - e. Arrangements with financial institutions involving repurchase, reverse repurchase, or securities lending agreements, compensating balances, or other arrangements involving restrictions on cash balances and line-of-credit or similar arrangements.
 - f. Agreements to repurchase assets previously sold.
 - g. Amounts due to other governments for services mandated by the State during fiscal year 2010-11 or earlier, even if no appropriation has been made to satisfy the obligations.
 - h. All derivative instruments to which the State is a party, in accordance with GASB 53.
12. We are responsible for compliance with laws, regulations, and provisions of contracts and grant agreements applicable to it, including tax or debt limits and debt contracts; and we have identified, and disclosed to the auditor all laws, regulations, and provisions of contracts and grant agreements that we believe have a direct and material effect on the determination of financial statement amounts, or other financial data significant to the audit objectives, including legal and contractual provisions for reporting specific activities in separate funds.

13. There are no—

- a. Violations or possible violations of the Budget Act, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts or grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency, or reporting on noncompliance.
- b. Unasserted claims or assessments that counsel has advised are probable of assertion and must be disclosed in accordance with Financial Accounting Standards Board (FASB) Statement Number 5, *Accounting for Contingencies*.
- c. Other material liabilities or gain or loss contingencies that are required to be accrued or disclosed by FASB Statement Number 5.

14. The Department/Agency has satisfactory title to all owned assets, and there were no liens or encumbrances on such assets nor has any asset been pledged as collateral.

15. The Department/Agency has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.

16. We have disclosed to you all transactions where the department has been instructed to disencumber funds, defer expenditures to the next fiscal year, or adjust accrual methodologies in ways that change fund balance by \$20 million or more.

17. To the best of our knowledge and belief, no events, including instances of noncompliance, have occurred subsequent to the balance sheet date and through the date of this letter that would require adjustment to or disclosure in the aforementioned financial statements, schedule of expenditures of federal awards, or schedule of findings and questioned costs.

Sincerely,



Campbell Ingram, Executive Officer
Sacramento-San Joaquin Delta Conservancy
(Executive Management Representative)

Date: February 24, 2012

Jaana Brown, Manager
Contracted Fiscal Services
(Fiscal Services Representative)

Date: February 24, 2012

**** Agencies may exclude matters amounting to less than \$20 million when making any specific representations about the financial statements. Further, do not include unasserted claims or assessments and gain or loss contingencies where either the amount is not known or cannot be reasonably estimated, or where the fair presentation of financial statements is not affected.**



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Emma Suarez
*Central Valley Flood
Protection Board*

Mark Wilson
Delta Protection Commission

February 28, 2012

The Honorable Fran Pavley, Chair
Senate Committee on Natural Resources and Water
State Capitol, Room 4035
Sacramento, CA 95814

Dear Senator Pavley:

Thank you for the opportunity to update the Senate Committee on Natural Resources and Water on our strategic planning process.

Created by the Sacramento-San Joaquin Delta Reform Act, the Delta Conservancy was tasked with the co-equal responsibilities of being a lead agency for ecosystem restoration and supporting efforts that advance environmental protection and the economic well being of Delta residents in a balanced manner. Attached is a list of the Delta Conservancy's Legislative Responsibilities included in our enabling legislation and a roster identifying Conservancy staff, Board Members, and Liaison Advisors.

We recognize that the Conservancy must first and foremost be a partner to the Delta Community. We believe that intent is clear in our enabling legislation, our mandates, and the composition of our Board. As part of our Strategic Plan development efforts, we have been meeting with Delta interests to get their input on how we should develop programs to achieve our mandates and help them achieve their objectives. We have been asking very direct questions to get their feedback on, for example, how can the Delta Conservancy play a meaningful role in increasing recreation and tourism opportunities. The feedback we are getting has been very encouraging and we look forward to implementing programs responsive to those identified needs. To date we have held eight public meetings throughout the Delta. We have met with the five Delta County Supervisors, their key staff, and their County Agriculture Commissioners and we have met with the 5 County Farm Bureau Coalition and with many smaller organizations and individuals engaged in commerce and agriculture in the Delta. In addition, we work continuously with the Strategic Plan and Policy Subcommittee of our governing Board. A public draft of our Strategic Plan will be available on April 16, 2012, with a comment period lasting four weeks; people may comment at our public meetings, by mail, or by email. Late in April we will hold three public work sessions within the Delta to take additional comments. We expect to bring a revised draft to



our Board on May 16, 2012, and then to convene a special meeting of the Board on June 20, 2012, to adopt the Strategic Plan.

In support of the Strategic Plan, we have begun working on a Delta Regional Finance Plan in which near-term regional funding needs will be quantified. With the support of the Conservancy Board, we have begun working with County Chief Administrative Officers, economic development staff, public works staff, and those involved with county HCP/NCCP efforts, to define financial needs for a reasonable level of expected economic development, restoration and flood protection activities in the next 5 to 10 years. We also are contacting agencies and other organizations active in the Delta. We believe working collectively with Delta interests to quantify near-term reasonable expectations for projects (independent of the BDCP and Delta Plan) will for the development of a locally defined and supported set of priorities and associated costs. This finance plan, among other potential benefits, could inform future funding source debates including upcoming water bond discussions.

Thank you again for the opportunity to provide an update and please let us know if we can provide any additional information.

Sincerely,

Campbell Ingram
Executive Officer

*Attachments: Delta Conservancy's Legislative Responsibilities
Board Members, Liaison Advisors & Conservancy Staff Roster*

cc: Senator Doug La Malfa
Senator Anthony Cannella
Senator Noreen Evans
Senator Jean Fuller
Senator Christine Kehoe
Senator Alex Padilla
Senator Joe Simitian
Senator Lois Wolk





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*U.S. Army Corps of
Engineers*

Michael Villines
*Central Valley Flood
Protection Board*

Mark Wilson
Delta Protection Commission

March 6, 2012

Mr. Matthew Lin
3385 Kenzo Court
Mountain View, CA 94040

Dear Matthew:

We are pleased to inform you that executive staff at the Sacramento-San Joaquin Delta Conservancy has selected your entry in the "Name the Delta Conservancy Duck" contest! Thanks to your creativity and enthusiasm our nameless mascot will now be known as "Winchester".

Enclosed you will find a photo of Winchester as well as a \$25 Toys R Us gift card. We hope that you enjoyed the Duck Days festival as much as we did and we look forward to seeing you next year.

Congratulations!

Campbell Ingram
Executive Officer